

Trails For All (TFA) Meeting Minutes
July 13, 2021, 5:30 pm, Monthly Board Meeting
Virtual Meeting via Zoom
Board Approved: August 10, 2021

a) Board Members Present

John Anderson (JA)	Herb Kober (HK)	Paul Parsons (PP)	Kate Vickery (KV)
Janet Smith (JS)	Chuck Ziehr (CZ)	Andrew Todd (AT)	

b) Others present

Steve Lasswell (SL), Karen Foley, Greg Smith (GS), Rob Bidner

Secretary Note: President PP scheduled this meeting as virtual due to Corona Virus social restrictions.

Consent agenda

1. June 8, 2021 Board Meeting Minutes approval
2. June 2021 Treasurer's report approval
3. Approval for JS and PP to be signers on the new bank account
4. Changes to the Merchandising Policy

Item 4 was removed from the consent agenda for further discussion.

HK moved and JA seconded that the consent agenda (items 1-3) be approved; it passed unanimously.

Discussion Items/Reports

1. Trail Maintenance

CZ reported that a crew of 9 worked about a half mile of the Rudolph Mountain Trail on June 12. The June 26 workday with five volunteers scheduled for Venable Trail was cancelled due to rain. Another workday on Rudolph with 7 volunteers is scheduled for July 15. Cottonwood is scheduled for July 31.

2. Website Update

HK noted that he may continue to send the email newsletter via MailChimp since there seems to be limitation with Flipcause in this regard. AT suggested that older newsletters be put in .pdf and archived in Flipcause; perhaps the newsletter could be put in a blog on Flipcause. HK & AT will meet about the newsletter and blog. HK will respond to comments on the website.

3. Bike trails report

GS reported that a meeting with Luke Svare (CPW trails coordinator for southern CO) has been scheduled for July 28 at 10:30 a.m. in the SILPT conference room. Representatives of the town mayors, county commissioners, town trustees, and tourism board will be invited to attend. Luke Svare has asked where trails stand in the Custer County Master Plan of 2010. It was stressed that we should have some mention of trail goals in the five-year economic strategic plan developed by the Southern Colorado Economic Development District; this would be beneficial in applying for grants in the future. The TFA Bike Path Planning Committee will develop some goals, and Steve Lasswell will get them to the Southern Colorado Economic Development District.

4. Merchandise

KV reported that volunteer shirts have been ordered from Crestone Graphic (the order having been approved by the Board via email. TfA t-shirts have been “selling like hotcakes” at All the Range; Tom needs more shirts. JS moved and HK seconded that 38 TfA shirts be ordered at \$10 each plus shipping; the motion passed unanimously. HK and KV will develop an operational policy for how to handle merchandise (including TfA shirts, trail guides, and volunteer shirts) and submit it to the Board before the next meeting. HK moved and CZ seconded a motion to add HK as an additional merchandise coordinator; the motion passed unanimously. HK noted that the trail guide is currently in our online store on the website; shipping is included in the online price. JA noted that most of the trail guide can be seen online but is not easily printable; we should leave that as is for now.

Miscellaneous

- A. Please attend the August 13, 6 pm presentation by HK and CZ about the trail guide in the West Custer County Library.
- B. KLZR will interview PP about the work of TfA at 7:00 am and 6 pm on July 15 and 10 am on July 17.
- C. Over 120 copies of the trail guide have been sold thus far.
- D. TfA new mailing address: P. O. Box 274, Westcliffe, CO 81252. Thanks to HK for setting this up.

Decisions

1. Board Meeting Arrangements

It was decided to meet next month in a hybrid fashion (face-to-face and with Zoom). The face-to-face meeting will be in the SILPT conference room. PP expressed that Zoom had worked well. JS said that the SILPT conference room was being used more; she could run the Zoom part of a hybrid meeting. CZ & HK liked hybrid. AT offered to host a face-to-face meeting at his home. PP stated that a decision would be made at the July board meeting.

2. KLZR sponsorship

Deb Mitchell has contacted us through Mark Dembosky inquiring whether or not we want to renew our sponsorship of KLZR. The lowest level of sponsorship is \$300/year with the same message all year. For \$400/year two messages are allowed. JS noted that fellow non-profits think positively of other sponsors. CZ likes the PR provided to TfA. CZ moved and JS seconded a motion to approve a \$400/year sponsorship of KLZR; the motion passed unanimously. KV suggested that TfA explore a sponsorship of the High Mountain Hay Fever Bluegrass Festival. It was noted that Deb Adams of the Tourism Board took donations for TfA at the HMHF this year.

3. Sustainable Ways


Steve Lasswell suggested a combined event between Sustainable Ways and TfA. PP asked what the purpose of such an event would be. SL noted that a purpose for Sustainable Ways would be to inquire what the community wanted from them. It was decided to move this item to the August meeting for further discussion.

4. Southern Colorado Economic Development District

As noted above under the Bike Trail Report, SL had recommended that TfA as well as the Bike Path Planning Committee submit some goals for the SCEDD 5-year strategic economic development plan. KV suggested that we refer to our master plan for our input. PP will “dust off” our master plan and submit some goals to SL who will submit them to SCEDD.

Next Meeting: Tuesday, August 10, 2021 at 5:30 pm MDT.

Adjournment: PP (with thanks for everyone’s work) adjourned the meeting at 7:01 pm.

Minutes prepared by:  Chuck Ziehr, Secretary, Trails for All Board of Directors

Treasurer's Report, June 2021

Dear Board,

June expenses included the purchase of additional hiking guides from Mixam Printing, the rental of our PO box, and Colorado Secretary of State status report. June income is from hiking guide sales.

Beginning Balance -	18660.68
Income -	2040.00 (Hiking Guide sales All the Range and HK)
Expenses -	883.60 (801.60 Mixam printing services, 72.00 PO Box USPS, SOS registration)
Ending Balance -	19817.08

Treasurer Action Items in June

Purchased Additional Hiking Guides – An additional 100 copies of the Trails for All Hiking Guide for the Sangre de Cristo and Wet Mountains, utilizing the Kirkpatrick Bank debit card, were purchased. Final cost came to \$801.23. Thirty copies have been placed in All the Range inventory, and the remaining copies are in Herb Kober's possession.

PO Box – A PO Box was setup for Trails for All. Our box number is 274. Our mailing address is in the process of being changed with our insurance provider and the CO Secretary of State. Other changes with vendors will be made as the need arises.

SEEK Discussion – I discussed the possibility of doing something with SEEK this year with Taurin and Tom Dimler. We explored several ideas, but in the end I think they may not be able to make it happen. They are extremely busy at the store, and time is getting short. As soon as Taurin makes the final decision to not do something, we will need to return the \$7500.00. Taurin has been told that this will not affect their ability to get the grant next year.

SOS Registration – I mistakenly expensed this when it was paid with the debit card. I will pay the \$10.00 back this month.

Attached for your review are the following documents:

- TFA 2021 Budget Summary
- TFA June 2021 Balance Sheet
- TFA June 2021 P/L Statement
- TFA June 2021 Bank Statement

Please let me know if you have any questions or comments.

Regards,

Herb Kober

Treasurer, Trails For All

2021 Budget Status

The dollar amounts shown for 2021 actual are accurate relative to our books.

Trails For All				
<i>Budget - 2021 (updated YTD 7/8/21)</i>				
Account Description	12/31/2019 2019 Actual	12/31/2020 2020 Actual	2021 Budget	2021 Actual
Direct Public Support - Individual Contributions	513.00	973.00	1,000.00	200.00
Direct Public Support - Corporate Contributions	2,000.00	1,070.23	1,600.00	212.14
Direct Public Support - Spirit Campaign	2,217.94	4,905.16	4,000.00	3,482.24
Direct Public Support - Event Generated	-	-	-	-
Product Sales	-	804.22	3,850.00	2,398.76
Grants	5,800.00	7,500.00	7,500.00	7,500.00
Total Income	10,530.94	15,252.61	17,950.00	13,793.14
Bank Service Charge	(60.81)	(65.37)	(65.00)	(24.00)
Insurance	(1,493.00)	(1,512.00)	(1,550.00)	-
Event/Outreach	(50.00)	(79.00)	(300.00)	-
Grant Support/Matching	-	-	(500.00)	-
Equipment	(728.31)	-	(700.00)	-
Operating Supplies	(58.10)	(40.70)	(100.00)	-
Training/Tuition	(24.00)	-	-	-
Travel Expenses	-	-	-	-
SEEK Support	(4,969.50)	(7,500.00)	(7,500.00)	-
Trail development expense	-	-	(500.00)	-
Web Hosting Fee	(132.00)	(156.00)	(160.00)	-
Web Registration	(51.75)	-	-	-
Web Development/Maintenance				
Mailchimp	-	-	(180.00)	-
State Fees	(11.00)	(20.00)	(20.00)	(10.00)
PO Box Rental	-	-	-	(72.00)
Printing/Shirts/Collateral	(52.00)	(1,461.65)	(2,250.00)	(1,602.83)
Advertising	(120.00)	-	(200.00)	-
Total Expenses	(7,750.48)	(10,834.72)	(14,025.00)	(1,708.83)
Net Cash	2,780.46	4,417.89	3,925.00	12,084.31
			Projected net	Actual net

Balance Sheet

Trails For All

As of Jun 30, 2021



ACCOUNTS	Jun 30, 2021
Assets	
Total Cash and Bank	\$19,817.08
Total Other Current Assets	\$0.00
Total Long-term Assets	\$0.00
Total Assets	\$19,817.08
Liabilities	
Total Current Liabilities	\$0.00
Total Long-term Liabilities	\$0.00
Total Liabilities	\$0.00
Equity	
Total Other Equity	\$0.00
Total Retained Earnings	\$19,817.08
Total Equity	\$19,817.08

Profit and Loss

Trails For All

Date Range: Jun 01, 2021 to Jun 30, 2021



ACCOUNTS	Jun 01, 2021 to Jun 30, 2021
Income	
Sales	\$2,040.00
Total Income	\$2,040.00
Total Cost of Goods Sold	
	\$0.00
Gross Profit	
As a percentage of Total Income	\$2,040.00 100.00%
Operating Expenses	
Contract Services	\$72.00
Legal Fees	\$10.00
Printing and Reproduction	\$801.60
Total Operating Expenses	\$883.60
Net Profit	
As a percentage of Total Income	\$1,156.40 56.69%



Bank Statement – June 2021, Only Kirkpatrick Bank



PO Box 2850
Edmond, OK 73083

RETURN SERVICE REQUESTED

TRAILS FOR ALL
PO BOX 1063
WESTCLIFFE CO 81252-1063

Statement Ending 06/30/2021

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Managing Your Accounts

	Address	8 Bassick Place Westcliffe, CO 81252
	Branch Number	719-783-2030
	Customer Service	405-341-8222 or 1-866-262-2657
	Online	kirkpatrickbank.com
	Telephone Banking	405-341-3330 or 1-866-652-2657

FEE SCHEDULE UPDATE

Effective July 1, 2021, the following fees will change as follows:

ATM/Debit Card Replacement Fee: \$5.00 per card for normal delivery (7-10 business days), additional \$25.00 per card for rush delivery (2-3 business days), additional \$60.00 per card for overnight delivery (next business day)

Summary of Accounts

Account Type	Account Number	Ending Balance
SIMPLY FREE BUSINESS CHECKING	XXXXXXXX2900	\$19,817.08

SIMPLY FREE BUSINESS CHECKING-XXXXXXXX2900

Account Summary

Date	Description	Amount
05/29/2021	Beginning Balance	\$18,660.68
	1 Credit(s) This Period	\$2,040.00
	3 Debit(s) This Period	\$883.60
06/30/2021	Ending Balance	\$19,817.08

*PLEASE EXAMINE STATEMENT AT ONCE. IF NO ERROR IS REPORTED WITHIN 30 DAYS, THE ACCOUNT WILL BE CONSIDERED CORRECT. *IN CASE OF ERRORS OR QUESTIONS CONCERNING ELECTRONIC TRANSACTIONS, PLEASE TELEPHONE OR WRITE US AT THE ABOVE ADDRESS.

FINANCE CHARGES ARE COMPUTED BY APPLYING THE PERIODIC RATE TO THE "DAILY BALANCE" OF YOUR ACCOUNT INCLUDING CURRENT TRANSACTIONS. TO GET THE "DAILY BALANCE" WE TAKE THE BEGINNING BALANCE OF YOUR ACCOUNT EACH DAY, ADD ANY NEW ADVANCES AND SUBTRACT ANY PAYMENTS OR CREDITS AND UNPAID FINANCE CHARGES NOT CONSIDERED PAST DUE. THIS GIVES US THE DAILY BALANCE.

Deposits

Date	Description	Amount
06/30/2021	REGULAR DEPOSIT	\$2,040.00

Electronic Debits

Date	Description	Amount
06/18/2021	XX9278 PURCHASE MIXAM.COM 2029009004 MA 99115444 775395	\$801.60
06/24/2021	XX9278 PURCHASE SOS REGISTRATION 3038606962 CO 59956115 073074	\$10.00
06/30/2021	XX9278 PURCHASE* USPS PO 07954007 WESTCLIFFE CO 40076997 214490	\$72.00





Bank Activity Receipts – June 2021

DEPOSIT TICKET 99-145/1030

TRAILS FOR ALL

DATE 6/30/21
DEPOSITS MAY NOT BE AVAILABLE FOR IMMEDIATE WITHDRAWAL

SIGN HERE IF CASH RECEIVED FROM DEPOSIT

KIRKPATRICK BANK
P.O. BOX 2850, EDMOND, OK 73003
(405)241-8022
www.kirkpatrickbank.com

NET DEPOSIT \$

CASH	—	75.00
CHEQUES	<u>2268</u>	25.00
	<u>1816</u>	1940.00
CHECKS OR TOTAL FROM OTHER SIDE	—	
SUB TOTAL	—	2040.00
LESS CASH	—	—
NET DEPOSIT	\$	2040.00

⑆ 10300 1469⑆ 20370 12900⑆